

**MINUTES OF A MEETING OF GREAT HALLINGBURY PARISH
COUNCIL, HELD ON MONDAY ~~6th NOVEMBER 2017~~ 10th SEPTEMBER
2018, BEGINNING AT 7.00pm, IN THE VILLAGE HALL**

PRESENT: Cllr Alan Townsend (Chairman)
Cllrs David Barlow, Mark Bloomfield, Alan Pinnock (until item 18/60), Tom
Streeter and Vicky Wing.

ALSO PRESENT: Mrs Urška Sydee (Clerk)
County Councillor Susan Barker (until item 58)
Ms Tessa Deriziotis, Volunteer Uttlesford (until item 18/65 d)

18/51. APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Kaylash Juggurnauth, Andrew Noble
and District Council Councillor Lesley Wells.

18/52. DECLARATIONS OF INTEREST

None.

18/53. PUBLIC PARTICIPATION

None present.

18/54. PRESENTATION (limited to 15 minutes)

Ms Deriziotis explained how the time bank works. Time Bank is a register of
people that have skills which they can offer to help other people. They earn
time credits which can be used in various ways. The aim is to reach the
isolated communities to get to each other and it's open to everybody. They
would like to have enough members so that they don't need to travel far to
help.

18/55. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 9th July 2017 were approved as a
correct record of the proceedings and signed by the Chairman.

18/56. MATTERS ARISING FROM PREVIOUS MEETING

The Chairman, Alan Townsend informed the Council that comments on
Uttlesford Local Plan pre-submission consultation and Airport Planning
Application related to the additional documents comments only, weren't
submitted as there was nothing that could be added to the comments the
Council made on previous occasions.

Chairman proposed to bring item 18/58 Reports from District and County Councillors
forward. All agreed.

18/58. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

County Cllr Susan Barker reported that some 8500 responses to the Local Plan pre-submission consultation were received, after all is summarized it will be sent to inspector probably early next year. Inspector's decision is expected to be received in summer next year. She also explained that the need to support children with special needs had increased in the County and the Council is doing their best to accommodate their needs.

The Council asked Cllr Barker if she could ask Highways to check what could be done regarding the flood on the road below Captains on the bridge.

County Cllr Susan Barker left (20.32)

The meeting was back to agenda order.

18/57. CHAIRMAN'S COMMUNICATIONS

The Chairman, Alan Townsend reported that he attended:

- Standard and public Life Committee today as he was invited to give the information from Parish Council regarding transparency code.
- Howe Green independent primary school prize giving event
- EALC Executive Committee meeting
- SSE meeting

He added that the clerk's pay scale should be revised; and it was agreed to do so at the next meeting.

He informed the Council that it's not possible to support the Church in upkeeping the churchyard. It was agreed to explore that further.

18/59. HIGHWAYS MATTERS

It was advised that the corner of the pavement near the Glebe House and village hall car park is broken. The drivers also swerve onto the small car park outside the village hall which had caused formation of the pothole. To prevent that the erection of bollards was discussed.

21.05 Cllr Alan Pinnock apologized and left.

The Council agreed to ask Local Highway Panel to install two smiley faces on the Church Road: one outside the old school and one at Hop poles towards Start Hill.

Resolved: The Clerk to submit application forms to Local Highway Panel.

18/60. AFFORDABLE HOUSING

Cllr Andrew Noble wasn't present to report.

18/61. SCHOOL BUS STOP

An email was received from the company providing the service and the Chairman asked to arrange meeting on site with the transport manager at 15.30 anytime during term to see what's happening and to discuss another option which Council think is safer.

18/62. HALLINGBURYS' SPEEDWATCH GROUP

As it was holiday time there were no activity.

18/63. CONSULTATION

a) Council Spending Survey for Town and Parish Councils

The Council considered response on the Uttlesford District Council's survey "Council Spending Survey for Town and Parish Councils". Decision: no response.

b) LCTS Survey for Town and Parish Councils

The Council considered response on the Uttlesford District Council's "LCTS Survey for Town and Parish Councils"; Decision: no response.

18/64. CORRESPONDENCE

a) Received correspondence:

- EALC – Info re CIF, E Bulletins, Legal Update, County Updates and Training Bulletins, AGM invitation (20.09.2018 at 11.00, Foakes Hall, Stortford Road, Dunmow, CM6 1DG; booking required).
- Stop Stansted Expansion – Liaison Group meeting details, second edition of LINKS, campaign update, members letter July, press releases and Liaison Group meeting minutes.
- Uttlesford District Council, Support and Business Manager – Parish Town Council Forum will be held 15.10.2018 at 18.30; agenda items required.
- Essex County Council, Superfast Essex Team - Superfast Essex and Gigaclear presentation slides - Phase 3, programme update, invitation to Superfast Essex Countywide Parish Engagement Event held on Thursday 20th September 2018, 7.30pm to 9pm (arrival from 7pm) at ANGLIA RUSKIN UNIVERSITY, Bishop Hall Lane, Chelmsford – online registration required.
- Essex County Council, Integrated Passenger Transport Unit – Transport meeting dates and venues in October.
- Uttlesford District Council, Democratic Services Officer – Local Councils Liaison Forum agenda for the meeting held on 11 September 2018, at Council Offices, London Road, Saffron Walden, CB11 4ER, 19.30.
- Stansted Airport Community Trust – press release August 2018.
- Essex County Council – invitation to discussion on proposals for junction 8 of the M11 (near Stansted) improvements: Thursday, 13 September, 12:00 – 18:00, Bishop's Stortford Football Club; or a community information event in Birchanger Friday, 14 September, 14:00 – 20:00, Birchanger Village Hall.

All noted.

- School of History, Project Manager Orchards East – asking for volunteers to work on a project "Orchards East"; and offering assistance in establishing a new community orchard on a spare land.
Cllr Vicky Wing volunteered.

b) Late Correspondence

- London Stansted Airport – launch of London Stansted Airport Noise Action Plan 2019/2023 consultation.
Resolved: The Clerk to write to the Stansted Airport complaining that too many planes are crossing the line.
- NALC - Chief executive's bulletin; pre-application checklists for the Local Service Fund: deadline Friday 14th September.
Noted.

18/65. FINANCE

a) Payments

The following payments had been made during the period 14th June 2018 to 13th July 2018:

	£
Uttlesford NhW Steering Group – street signs	180.00
F. Townsend – Norton Antivirus subscription (1/2)	35.00

The following payments had been made during the period 14th July 2018 to 13th August 2018:

	£
Internal Audit	40.00
HMRC - Tax June 2018	69.80
Clerk - net salary June 2018	279.25
- expenses May 2018	71.62
- expenses June 2018	51.37
- stationery	13.99
Clerk - net salary July 2018 & backdated pay rise	301.53
RCCE - Membership 2018/2019	72.60
The Community Heartbeat Ltd – replacement pads for defibrillator	87.60
Great Hallingbury Highlights – village magazine	500.00
HMRC - Tax July 2018	75.20

b) Balances on 13 August 2018

Community Acc	£993.41
Reserve Acc. (Business Premium Acc.)	£12,948.88

All agreed.

c) Budget Update

The budget update was received.

21.28 Ms Tessa Deriziotis apologised and left.

d) Approvals

The listed payments were agreed and signed by Chairman.

The Clerk presented bank reconciliation which was agreed and signed by the Chairman.

18/66. PLANNING

a) Application decisions (the Council's comments are shown in brackets)

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/17/3372/FUL	Woodside Green Farm, Woodside Green, Great Hallingbury, Hertfordshire, CM22 7UP	Awaiting decision
	Section 73A Retrospective application for the conversion of part of an agricultural building (former parlour) to create 2 no. apartments	(no obj.)
UTT/18/1428/OP	The Anvil, Anvil Cross, Church Road, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UB	Refused
	Outline application with all matters reserved except access for 1 no. dwelling	(no obj.)
UTT/18/0540/FUL	Four Seasons, Hallingbury Place, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UE	Approved
	Demolition of existing dwelling and erection of new dwelling and detached garage.	(no obj.)
UTT/18/1492/HHF	Robroyton, 93 Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UL	Approved
	Proposed removal of chimney, erection of two storey rear extension and alterations to roof.	(no obj.)
UTT/18/0825/FUL	Harlow Agricultural Merchants Ltd, Latchmore Bank, Little Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7PJ	Awaiting decision
	Demolition of existing outbuilding and erection of single storey building for gymnasium, storage and garaging. Erection of new boundary wall.	
	(Not applicable as it's in Little Hallingbury.)	

<u>Application No.</u>	<u>Site and Development</u>	<u>Decision</u>
UTT/18/0999/OP	White Cottage, Start Hill, Stane Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TG	Approved
	Outline application with all matters reserved except for access for two new dwellings and associated garaging (Previously approved under UTT/15/2387/OP)	(no obj.)
<u>Application No.</u> UTT/18/1747/HHF	<u>Site and Development</u> Belvedere House, Church Road, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TZ	<u>Decision</u> Approved
	Erection of single storey rear extension	(no obj.)
<u>Application No.</u> UTT/18/0867/HHF	<u>Site and Development</u> Oakwood Cottage, Bedlars Green Lane, Bedlars Green Great Hallingbury CM22 7TL	<u>Decision</u> Refused
	Erection of detached double garage (to replace demolished garage) in new position with dormer windows to storage area on the first floor.	(no obj.)

All noted.

b) Applications dealt with by the committee:

None.

c) Applications to be dealt with at this meeting:

<u>Application No.</u>	<u>Site and Development</u>	
UTT/18/1982/FUL	Barnmead, Start Hill, Stane Street, Great Hallingbury Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TA	
	Demolition of existing dwelling house and replacement with 9 residential dwelling houses, alterations to the existing vehicle crossovers, ancillary car parking, landscaping and associated development.	
	No objections.	
<u>Application No.</u> UTT/18/1919/FUL UTT/18/1920/LB	<u>Site and Development</u> Mission Hall, Woodside Green Farm, Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UW	
	Change of use from holiday let to 1 no. dwelling and conversion of garage to bedroom with link.	
	No objections.	

Application No.
UTT/18/2233/HHF

Site and Development
The Street Farmhouse, The Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TR

Relocation of detached 'outdoor kitchen' building. Part two storey, single storey and first floor side extension including 2 no. dormer windows, 2 no. conservation roof lights and new entrance porch. External changes to doors and fenestration.

No objections.

Application No.
UTT/18/2234/LB

Site and Development
The Street Farmhouse, The Street, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7TR

Relocation of detached 'outdoor kitchen' building. Part two storey, single storey and first floor side extension including 2 no. dormer windows, 2 no. conservation roof lights and new entrance porch. External changes to doors and fenestration. Internal alterations including removal of walls and doors and lowering of floor levels to ground floor. Installation of new partition, creation of new opening and removal/infill of existing door to first floor.

No objections.

Application No.
UTT/18/2156/HHF
UTT/18/2157/LB

Site and Development
95 Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UL

Single storey rear extension

No objections.

d) Late Planning Applications

Application No.
UTT/18/2089/LB

Site and Development
89 Woodside Green, Great Hallingbury, Bishop's Stortford, Hertfordshire, CM22 7UW

Retention of replacement windows 5 no. windows to front elevation and 5 no. windows to rear elevation.

No objections.

e) Enforcement

- i) An outcome of investigation ENF/18/0158/C was received and noted.
- ii) An outcome of alleged breach of planning control ENF/18/0212/C was received and noted.

f) Planning Application Decision

A decision letter regarding non-material planning application ESS/10/16/UTT/NMA1, issued by Minerals and Waste Planning Team at Essex County Council was received and noted.

18/67. MEMBERS' REPORTS

Cllr Vicky Wing – The next litter pick will take place on 4 November 2018 starting at 10am. Long sticks for picking the rubbish and signs for litter pick are needed. More volunteers are needed for the neighbourhood watch.

Resolved: Agreed to purchase 4 long sticks for litter picking. Quotes and pictures of signs to be sent to the Council.

Cllr Mark Bloomfield – agreed to investigate if there are newts in the pond at Bedlars Green and if any action regarding that would be appropriate.

18/68. ITEMS FOR THE NEXT AGENDA AND INFORMATION ONLY

Agreed to put on the agenda:

- Review of Pay Scale
- Churchyard Maintenance

18/69. NEXT MEETING

The next meeting will be held on 5 November 2018 at 19.00.

The meeting ended at 21.58

Signed.....
(Chairman)

Date.....